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GAUTENG**



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DEPARTMENT OF HEALTH

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Government Printing Works

Notice submission deadlines

Government Printing Works has over the last few months implemented rules for completing and submitting the electronic Adobe Forms when you, the customer, submit your notice request.

In line with these business rules, GPW has revised the notice submission deadlines for all gazettes. Please refer to the GPW website www.gpwonline.co.za to familiarise yourself with the new deadlines.

CANCELLATIONS

Don't forget!

Cancellation of notice submissions are accepted by GPW according to the deadlines stated in the table above.

Non-compliance to these deadlines will result in your request being failed. **Please pay special attention to the different deadlines for each gazette.**

Please note that any notices cancelled after the cancellation deadline will be published and charged at full cost.

Requests for cancellation must be sent by the original sender of the notice and must accompanied by the relevant notice reference number (N-) in the email body.

AMENDMENTS TO NOTICES

take note!

With effect **from 01 October**, GPW will not longer accept amendments to notices. The cancellation process will need to be followed and a new notice submitted thereafter for the next available publication date.

CUSTOMER INQUIRIES



Many of our customers request immediate feedback/confirmation of notice placement in the gazette from our Contact Centre once they have submitted their notice – While GPW deems it one of their highest priorities and responsibilities to provide customers with this requested feedback and the best service at all times, we are only able to do so once we have started processing your notice submission.

GPW has a **2-working day turnaround time for processing notices** received according to the business rules and deadline submissions.

Please keep this in mind when making inquiries about your notice submission at the Contact Centre.

PROOF OF PAYMENTS

REMINDER

GPW reminds you that all notice submissions **MUST** be submitted with an accompanying proof of payment (PoP) or purchase order (PO). If any PoP's or PO's are received without a notice submission, it will be failed and your notice will not be processed.

When submitting your notice request to submit.egazette@gpw.gov.za, please ensure that a purchase order (GPW Account customer) or proof of payment (non-GPW Account customer) is included with your notice submission. All documentation relating to the notice submission must be in a single email.

A reminder that documents must be attached separately in your email to GPW. (In other words, your email should have an Adobe Form plus proof of payment/purchase order – 2 separate attachments – where notice content is applicable, it should also be a 3rd separate attachment).

REMINDER OF THE GPW BUSINESS RULES

- Single notice, single email – with proof of payment or purchase order.
- All documents must be attached separately in your email to GPW.
- 1 notice = 1 form, i.e. each notice must be on a separate form
- Please submit your notice **ONLY ONCE**.
- Requests for information, quotations and inquiries must be sent to the Contact Centre **ONLY**.
- The notice information that you send us on the form is what we publish. Please do not put any instructions in the email body.

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GENERAL NOTICES • ALGEMENE KENNISGEWINGS**NOTICE 273 OF 2016****DEPARTMENT OF CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS****LOCAL GOVERNMENT: MUNICIPAL STRUCTURES ACT, 1998 (ACT NO 117 OF 1998)****NOTICE IN TERMS OF SECTION 14(5)**

I, Shipokosa Paul Mashatile, Member of the Executive Council responsible for Cooperative Governance And Traditional Affairs And Human Settlements in the Province of Gauteng, under section 14(5) of the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998), and after having consulted existing municipalities, hereby make the transitional measures to facilitate the disestablishment of existing municipalities and the establishment of a new municipality as set out in the Schedule hereto.

Given under my hand at Johannesburg, this 25th day of FEBRUARY 2016



MR SP MASHATILE, MPL

MEC: COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS AND HUMAN SETTLEMENTS

SCHEDULE

DEFINITIONS

1. In this Schedule, an expression or word to which a meaning has been assigned in the Municipal Structures Act, shall have the meaning so assigned unless the context otherwise indicates-

“Committees” means the Municipal Political and Technical Change Management Committees established by clauses 3 and 4;

“co-ordinating municipality” means the West Rand District Municipality that is responsible for the co-ordination and correlation of the functions of the Committees as described in the Schedule;

“disestablished municipalities” means the following municipalities to be disestablished by the redetermination of boundaries in terms of section 21 of the Local Government: Municipal Demarcation Act, 1998 (Act No. 27 of 1998) –

- (a) Randfontein Local Municipality; and
- (b) Westonaria Local Municipality;

“existing municipalities” means the municipalities that existed when the Municipal Structures Act took effect and include every municipality which is affected by the disestablishment or establishment of a new municipality;

“MEC” means the Member of the Executive Council of the Province of Gauteng responsible for local government;

“Municipal Structures Act” means the Local Government: Municipal Structures Act, 1998 (Act No. 117 of 1998),

“new municipality” means a municipality in respect of which the boundaries have been determined by the Municipal Demarcation Board by General Notice Vol. 19 No. 303 dated 17 October 2013; and

“transformation manager” means the person appointed by the MEC.

OBJECTS OF TRANSITIONAL MEASURES

2. The object of the transitional measures as set out in this Schedule is to facilitate the disestablishment of existing municipalities and the establishment of a new municipality.

ESTABLISHMENT OF THE MUNICIPAL POLITICAL CHANGE MANAGEMENT COMMITTEE

3. (1) A facilitation committee called the Municipal Political Change Management Committee is hereby established.
- (2) The main objectives of the Committee are to –
- (a) act as a consultative and advisory forum for the MEC concerning the merger of the disestablished municipalities and the establishment of a new municipality;
 - (b) support and guide the merger process, unblocking blockages where occurring and ensuring compliance with regards to laid down timeframes and legislative requirements; and
 - (c) ratify recommendations made by the Municipal Technical Change Management Committee.
- (3) To achieve these objectives it will receive technical reports from the Municipal Technical Change Management Committee established for this purpose in terms of clause 4 of this Schedule.

ESTABLISHMENT OF A MUNICIPAL TECHNICAL CHANGE MANAGEMENT COMMITTEE

4. (1) A facilitation committee called the Municipal Technical Change Management Committee is hereby established.
- (2) The function of the Municipal Technical Change Management Committee shall be to recommend to the Municipal Political Change Management Committee measures regarding –

- (a) the transfer of staff from the disestablished municipalities to the new municipality as well as the filling of vacancies during the transitional period;
- (b) the drafting of a new organogram for the new municipality;
- (c) the transfer of assets, rights, liabilities and obligations of the disestablished municipalities to the new municipality;
- (d) the transfer of administrative and other records relating to the assets, rights, liabilities and obligations of the disestablished municipalities to the new municipality;
- (e) the rationalization of by-laws and policies of the disestablished municipalities for implementation by the new municipality, and the continued application of the by-laws, regulations and resolutions of the disestablished municipalities on, or in, the new municipality and the extent of such application;
- (f) the alignment of the Integrated Development Plans of the disestablished municipalities for adoption by the new municipality;
- (g) the integration of the budgets of the disestablished municipalities for adoption by the new municipality, where applicable;
- (h) the acquisition and disposal of assets with a value exceeding R500 000.00 (five hundred thousand rand);
- (i) the negotiation and approval of long term loans and the utilization of reserves;
- (j) designation of full-time councillors; and
- (k) the facilitation, in any other manner, of the disestablishment of the disestablished municipalities and the establishment of the new municipality.

COMPOSITION OF CHANGE MANAGEMENT COMMITTEES

5. (1) The Municipal Political Change Management Committee shall consist of –
- (a) the executive mayor of the co-ordinating municipality;
 - (b) the executive mayors of the disestablished municipalities;
 - (c) the speaker of the co-ordinating municipality;
 - (d) the speakers of the disestablished municipalities;
 - (e) the MEC for Finance;
 - (f) the MEC for Economic Development;
 - (g) the MEC for Local Government as the Chairperson; and
 - (h) representatives of SALGA Gauteng

- (2) The Municipal Technical Change Management Committee shall consist of –
- (a) the municipal manager of the co-ordinating municipality;
 - (b) the municipal managers of the disestablished municipalities;
 - (c) the heads of departments of the disestablished municipalities;
 - (d) organized labour;
 - (e) representatives of SALGA Gauteng;
 - (f) Gauteng Planning Commission; and
 - (g) the transformation manager as the chairperson.

CONDUCT OF MEMBERS

6. (1) a member of a Committee must perform the functions of office –
- (a) in good faith; and
 - (b) without fear, favour or prejudice.
- (2) A member of a Committee may not –
- (a) use the position or privileges of a member for private gain or to improperly benefit another person; or
 - (b) act in any other way that compromises the credibility, impartiality or integrity of the Committee.

MEETINGS OF THE COMMITTEES

7. (1) The chairperson of the Committee decides where and when the Committee meet, but a majority of the members may request the Chairperson, in writing, to convene a meeting of the Committee at a place and time set out in the request.
- (2) The chairperson presides at the meeting of the Committees, but if the chairperson is absent from a meeting, the members present must elect another member to preside at the meeting.

SUBCOMMITTEES

8. The Committees may establish subcommittees to assist the Committees in the performance of their functions or the exercise of their powers.

ADMINISTRATIVE ASSISTANCE TO COMMITTEES

9. The co-ordinating municipality must provide administrative and secretarial services to the Committees.

DIRECTIVES BY THE MEC

10. The MEC may issue directives concerning any matter described in this Schedule.

GENERAL

11. Any committee or structure established before this Notice took effect, must be regarded as having been established in accordance with this Schedule, unless the MEC decides otherwise.

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